

Resolution

NO. 13

of the Energy Regulatory Commission of the Republic of Armenia
dated September 12, 1997

**RULES AND PROCEDURES
of the RoA Energy Regulatory Commission's Internal Meetings**

1. The RoA Energy Regulatory Commission shall organize its activities through internal meetings.
2. The meetings shall convene once in a fortnight, on the first and the third Fridays of each month.

Ad hoc meetings shall convene on the Chairman's motion or upon the Commissioners' demand.

3. The schedule of the meetings and the preliminary agenda shall be defined in the Commission's Quarterly Activity Plans.
4. The Commission meetings are open. Information about the date and hour of the meetings, as well as the agenda and the drafts of the Commission resolutions shall be published at least 2 days prior to the meetings.

Interested parties and representatives of the public shall be given the opportunity to participate in the meetings, present information and deliver speeches.

5. Proposals referring to the agenda shall be forwarded to the Chairman by Commissioners 5 days prior to the meeting. The Chairman will determine the final version of the agenda and present to Commissioners at least 3 days prior to the meeting.
6. The Chairman of the RoA Energy Regulatory Commission will be chairing the meetings. In the Event of his absence the meetings will be chaired by the Deputy Chairman.
7. The meeting shall be considered valid if at least three Commissioners are participating, including the Chairman or his Deputy.

8. Resolutions pass by the majority of Commissioners' votes.
9. Minutes shall be taken and referred to the interested parties within no more than 3 days of the convention date.
10. All the normative acts passed at the Commission meetings shall be published in the "RoA Ministerial Normative Acts" information booklet and shall be considered effective from the date of publication.

V. Movsesian,
Chairman of the RoA Energy Regulatory Commission